

**MINUTES OF THE 08/03/2021 SPECIAL MEETING**

A meeting of The Municipal Authority of the Borough of Lewistown was held at 70 Chestnut St., Lewistown a Zoom teleconference option was offered due to COVID social distancing restrictions. The meeting was called to order at 1:00 p.m. with a quorum present.

**BOARD MEMBERS PRESENT:** Bargo, Berrier, Miller, Rager, Rocco  
**BOARD MEMBERS ABSENT:** None  
**BOARD MEMBERS LATE:** None  
**OTHERS PRESENT:** Bubb, Consiglio, Hassinger  
**OTHERS ABSENT:** Castel, Ward  
**OTHERS LATE:** None  
**PUBLIC PRESENT:** Kim Zimmerman, Larry Searer, Various Public Participants via Zoom Meeting

**PUBLIC COMMENT:**  
None

**SOLICITOR REPORT:**  
Consiglio presented Resolution 5-2021, he summarized the Resolution allows MABL to move forward and allow the Officers to move forward with no special meetings. The closing schedule is in process. Consiglio reported he has reviewed the Resolution and the Asset Purchase Agreement. The Resolution is the most expeditious and efficient way to consummate the transaction and to his knowledge and opinion the documents are legal. A motion by Rocco to approve Resolution 5-2021 was seconded by Bargo. Berrier raised concerns that the actual purchase price was not included in the body of the Asset Purchase Agreement. Rager noted the key negotiations are between Lewistown Borough and Mifflin County Municipal Authority, all parties have seen the Asset Purchase Agreement at this point. A roll call vote was taken: Rocco-Yes, Bargo-Yes, Berrier-No, Miller-No, Rager-Yes. The motion passed 3-2.

**OLD BUSINESS:**  
None

**NEW BUSINESS:**  
The legal invoices for Cozen O'Conner and Tucker Arensberg were discussed. Consiglio stated the documents in question have been provided. A Rocco/Bargo motion to pay the Cozen O'Conner and Tucker Arensberg invoices was not passed on a 2-3 roll call vote: Rocco-Yes, Bargo-Yes, Berrier-No, Miller-No, Rager-No.

Bubb reported MABL was awarded the AWOP award for the 14<sup>th</sup> consecutive year. MABL is one (1) of five (5) filtration plants in the state that have received this award every year since inception and is a testament to the hard work and dedication of the filter plant staff.

A Miller/Bargo motion to adjourn the meeting at 1:33 p.m. was approved with no opposition.

Attested by:



Jennifer Miller  
Secretary

## MINUTES OF THE 07/21/2021 MEETING

A meeting of The Municipal Authority of the Borough of Lewistown was held at 70 Chestnut St., Lewistown, a Zoom teleconference option was offered due to COVID social distancing restrictions. The meeting was called to order at 1:00 p.m.

**BOARD MEMBERS PRESENT:** Bargo, Berrier, Miller, Rager, Rocco  
**BOARD MEMBERS ABSENT:** None  
**BOARD MEMBERS LATE:** None  
**OTHERS PRESENT:** Bubb, Castel, Gaines, Hassinger, Ward  
**OTHERS ABSENT:** None  
**OTHERS LATE:** None  
**PUBLIC PRESENT:** Various Public Participants via Zoom Meeting  
**PUBLIC COMMENT:**  
None

### **READING OF THE MINUTES:**

A Bargo/Berrier motion was made to approve the 06/16/21 minutes as presented. The motion passed 5-0.

### **TREASURER'S REPORT:**

The budget report was approved 5-0 on a Miller/Berrier. Berrier noted shortfalls in revenues related to impact of COVID. Hassinger noted the metered revenue was within 1% of budget and total revenues were less than 1% under budget.

The voucher report was approved 5-0 on a Bargo/Miller motion.

January Tucker Arensberg January invoice \$1,313.66

January Cozen O'Connor invoice \$9,189.71

Gaines did not have a specific answer on the invoice review. Bubb advised the Board there was a call with both legal parties regarding the invoices and Consiglio seemed satisfied with the deed search work done by Cozen O'Conner. Berrier is contesting the work done on behalf of Mifflin County Water Authority charged to MABL. Rocco stated the same money is paying bills for both entities and it was all part of the deal and expectations; if we owe the money it should be paid. A motion to table the payments was approved 5-0.

### **OFFICE MANAGER'S REPORT:**

Hassinger presented her written report.

The Charles Schwab account summary and pension plan performance was presented for review.

The overtime and meter test reports were attached for review.

A year-to-date update of capital budget purchases was presented for review.

A summary of July 1 delinquent report was reviewed. 76% of accounts were resolved as of 7/12/21. Additional accounts were resolved, only 7 accounts remain unpaid as of the meeting date. The delinquency dollar and amount by percentage for the period was 1.1% and 1.4% respectively.

There were 8 sewer turn off received for the month.

The Finance and Payroll software upgrade was completed 7/1/21. There were no issues with the balancing reports. Efforts to fine tune printing and reports continue.

The second phase of office disaster planning continues with the evaluation of Artic Wolf network intrusion monitoring. RBA is working to firm pricing options for implementation. The Filtration Plant would be a priority for installation.

The full grant award of \$11,703 was received 07/15/21 from the PA Coalition for Oral Health (PCOH) grant provided by the *Pennsylvania Department of Health through the Centers for Disease and Prevention (CDC) of the U.S. Department of Health and Human Services (HHS) under Grant NU58DP006467: Using Surveillance Data and Evidence-based Interventions to Improve Oral Health Outcomes in Pennsylvania. This information or content and conclusions are those of the author and should not be construed as the official position or policy of, nor should any endorsements be inferred by CDC, HHS or the U.S. Government.*

An update of interviews conducted June 21, 23 and 28 was provided. No candidates were chosen for a follow up interview. Bubb reported that he reached out to a CPI contact for any candidates that may have graduated from the Water/Waste Water Operator program. There are potential candidates with the next graduating class.

Information has been provided to Delaware Valley Health for the Ancillary health benefit package. Hassinger reported MABL has received fraudulent unemployment benefit claims. The employees involved have reported to PA Dept of Labor and Industry. Corporate Cost Control has been updated and will pursue the denial of any fraudulent claims. The DEP permit transfer process from MABL to Mifflin County Municipal Authority has been initiated. Working with all parties to support a smooth transition.

#### **WATER PRODUCTION MANAGER'S REPORT:**

Castel presented his written report.

The alarm system testing has been completed and is working well.

The lab renewal application has been approved and Castel and Hough have been approved as Lead Lab Supervisor and Alternate Lab Supervisor to ensure coverage at all times.

The ph/Fluoride bench top meter has not been delivered. The original meter has been repaired and is back in service.

The turbidimeter upgrade permit is being reviewed by DEP. Ward stated the permit is due by the end of this week.

Filter Plant maintenance items:

Batteries have been replaced in 50% of the power supply units.

Clearwell cleaning is being scheduled for July.

A confined space gas meter has received and put into service for confined space entry.

The harmful algal bloom testing for May and June showed no harmful algal species.

The Beck actuators delivery date has been updated to 9/10/21

Castel gave an update on the drainage system project. The labor crew excavated the pipe and discovered the pipe was disconnected and badly clogged. Burnham Fire Company and Brown Township provided assistance to clean out the clogged section of pipe.

The 2020 Chapter 110 yearly allocation and compliance reports have been completed and submitted to DEP. The DEP approval for the fluoride liquid feed system is expected next week. DEP did specify that a triple walled storage tank would be required rather than a double walled tank. Castel will work to procure the extra holding tank.

The LED lights in the ozone room need replaced. A high lift will be required to safely complete the maintenance.

#### **EXECUTIVE DIRECTOR'S REPORT:**

Bubb presented his written report.

A dam inspection was completed. Many of the items on the Engineer's dam inspection report have been addressed. The security cameras at various locations were inspected and need to be replaced. The vegetation on the MABL property at the filtration plant will be addressed in the coming weeks.

Work continues with Mifflin County to secure CDBG funding for qualifying customers on the N Walnut Street project.

Bubb provided an update on construction projects in progress:

Mann Avenue – The second block of construction is almost complete. The 300 block work will begin next. The project is on target to be completed before Derry Township paving project begins. The project replaces 4" aged infrastructure.

North Hills Trailer Park – MABL Staff met and discussed connection details with the owner. Two wells were identified that currently serve the property. The existing lots will be served with the initial tap. MABL will assist with connection and disconnection of well line. The location will be in near proximity to the current well line. Any expansion will require a second tap at another location to be determined.

MCS Bank, Armagh Township – The water line is complete. Metes and bounds description pending from Lucas Parks.

The dump truck should be completed by the end of August. The other capital budget vehicles are ordered.

An update on the slight increase to unaccounted for water was discussed. Bubb stated leak detection is under way and master meter evaluation will also be investigated to isolate any potential problem areas.

#### **ENGINEER'S REPORT:**

Ward presented his written report.

Ward will assist the SRBC coordination transfer to MCMA. No major issues are anticipated.

The Uninterrupted System Service Plan has been completed.

The Comprehensive Monitoring Plan presentation has been submitted one time. Work continues to incorporate the DEP input to the Plan.

The water main replacement to Junita Terrace, second source was discussed. The project may be eligible for County CDBG funding and possibly State competitive CDBG grant.

Ward reported the water main project for Valley Street is moving forward. After a meeting with MABL Staff the details of recommended changes were submitted to PennDOT and are under review.

Bubb reported the last action item from the W4th Street project has been completed. A meter pit was relocated.

Berrier had questions related to accidents on 322 and source water contamination. Ward and Bubb provided details on how emergencies are handled the procedures and remedies in place to mitigate damages of this nature to the water source.

**SOLICITOR'S REPORT:**

Gaines outlined Resolution 5-2021. The Resolution authorizes MABL officers to enter into the asset Purchase Agreement. Changes can occur if Officers approve and the process can move forward outside of a meeting. Berrier requested a Purchase Agreement and the purchase price. Gaines advised he didn't have those documents. Viewpoints on the actual amount and the option to pay off early were discussed. Berrier would like to see an amortization schedule and a revision to Section 4 of the document. Gaines advised he would get clarification on the items in question. A Berrier/Miller motion to table the Resolution subject to a special meeting was approved 5-0.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

A Berrier/Miller motion to approve BRIF Requisition 2021-07 in the amount of \$9,197.32 was approved 5-0.


David Gaines left the meeting at 3:00 p.m.

A Miller/Berrier motion to approve BRIF Requisition 2021-08 in the amount of \$50,907.13 was approved 5-0.

Rocco requested Board approval for attendance of the PMAA annual Convention in State College for Board Members and MABL Staff at a cost of approximately \$300. With a second to the motion by Bargo. The motion passed 4-1 (Berrier-No).

A Berrier/Miller motion to adjourn the meeting at 3:02 p.m. was approved 5-0.

Attested by:



Jennifer Miller  
Secretary